

## AGILE New User Guide

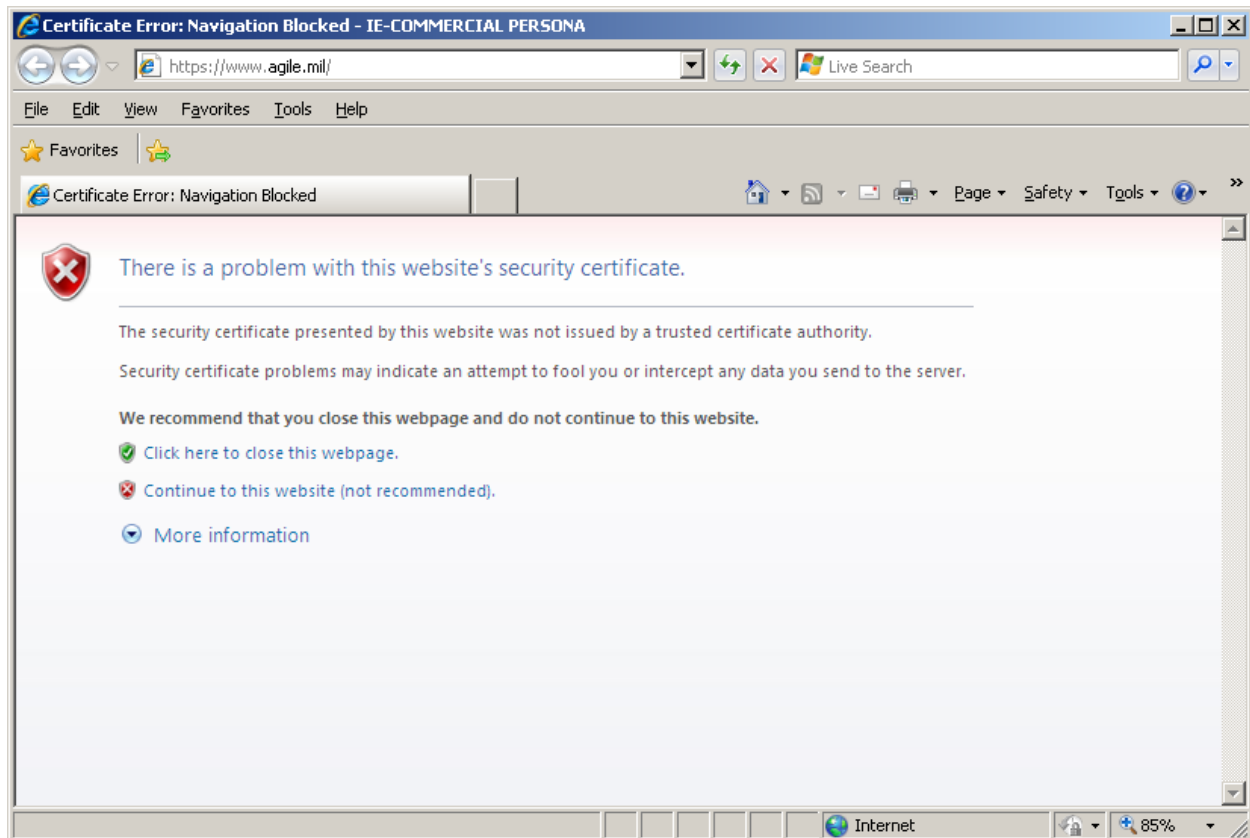
As a new user on the AGILE Learning Environment, you will be required to create a new user account. Once you have created this account you will be able to search and enroll on the course offerings within the AGILE LMS.

To create a New User account, follow the instructions below:

Launch the AGILE web site.

<b>JWICS</b>	<a href="http://agile.dodiis.ic.gov">http://agile.dodiis.ic.gov</a>
<b>SIPRNet</b>	<a href="http://agile.dse.dia.smil.mil">http://agile.dse.dia.smil.mil</a>
<b>NIPRNet</b>	<a href="http://www.agile.mil">http://www.agile.mil</a>

Note: Depending on your local browser setting you may get the following certificate error message, please continue. This is a safe and secure website. Below is an example from Internet Explorer. **We strongly recommend you use IE for your web browser.** Firefox will give you other buttons to hit to accept the certificate and may cause problems with drop down menus.



On the following screen select the “Select the NEW USERS link (Highlighted).

This page contains Dynamic Content - Highest Possible Classification is Unclassified.

# AGILE ADVANCED GLOBAL INTELLIGENCE LEARNING ENVIRONMENT

AGILE Catalog Getting Started Help

## QUICK LINKS

- > ITEB
- > INTELINK
- > MYINTELINK
- > IC TRAINING

## IC SITES



## ANNOUNCEMENTS

**December 6, 2011**  
The AGILE/JIVU Program Management Office has completed...

**December 6, 2011**  
Participating members in AGILE should provide...

**November 7, 2011**  
The AGILE PMO offices have relocated...

### WELCOME TO AGILE

AGILE is an IC-Wide collaborative learning environment that encourages the sharing of learning solutions and enables the IC training community to operate cohesively as a single enterprise. Using a "best of breed" shared services model, technical and functional experts throughout the Community are working together to deliver relevant, timely and cost effective learning solutions to the worldwide workforce; in-turn enhancing professional and personal development and workforce planning.

### ACCESS AGILE

**LOGIN**

- > **NEW USERS**
- > FORGOT ID
- > FORGOT PASSWORD

### TRAINING TRILOGY

- Requirements Management System (RMS)
- Delivery Management System (DMS)
- Assessment Management System (AMS)

[TRAINING TRILOGY BRIEF >](#)

[AGILE BRIEF >](#)

### LEARNING RESOURCE CATALOG

This collection of courses From across the IC provides a single location for Learners to find the training they need. For a comprehensive list of IC courses visit AGILE on the classified networks.

[AGILE CATALOG >](#)

### MEDIA LIBRARY

AGILE provides access to several media libraries collected From across the IC.

[INTELINK iVIDEO >](#)

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A new screen will appear that will provide with the option to select your mission criteria. Select the best option the fits your mission and select the “Continue” button at the bottom of the screen.

The screenshot shows a software interface with a dark blue header. On the left, the word "AGILE" is in large white letters next to a circular logo containing a globe. To the right of the logo, the text "ADVANCED GLOBAL INTELLIGENCE LEARNING ENVIRONMENT" is displayed in white. Below the header, a yellow banner with the text "MISSION CRITERIA" in bold black letters is centered. Underneath the banner, a instruction in parentheses reads: "(Check the ONE option that best represents your PRIMARY mission)". There are three radio button options listed: "INTELLIGENCE", "DEFENSE", and "HOMELAND SECURITY". Each option is followed by a paragraph of text explaining the criteria and the consequences of selection. At the bottom of the screen, there are two buttons: "Continue" and "Cancel".

**AGILE** ADVANCED GLOBAL INTELLIGENCE LEARNING ENVIRONMENT

## MISSION CRITERIA

(Check the ONE option that best represents your PRIMARY mission)

☐ **INTELLIGENCE**  
I am a member of the U.S. Intelligence Community or a partnering nation supporting a broad range of activities including national level policymaking, military planning and operations, law enforcement, and countering of foreign intelligence activities. By selecting this option, I certify that I require access to the AGILE learning resources to fulfill these duties.

☐ **DEFENSE**  
I am a member of the U.S. Department of Defense (including sub-agencies and U.S. Military Services) whose mission is to deter conflict and protect the security of the country. I certify that I support the DoD mission but do not directly support U.S. Intelligence activities in the fulfillment of these duties. By selecting this option, you will leave the Advanced Global Intelligence Learning Environment.

☐ **HOMELAND SECURITY**  
I am a member of the Department of Homeland Security or a local or state government employee responsible for securing the U.S. against those who seek to disrupt the American way of life, and for preparing and responding to all hazards and disasters. I certify that I need access to the provided system (s) to fulfill my duties. By selecting this option, you will leave the Advanced Global Intelligence Learning Environment.

**Continue** **Cancel**

1. The next screen is the “PRIVACY & SECURITY NOTICE” screen. Read the information and scroll down to the bottom of the page. Select the “Acknowledge and Continue” button.

**AGILE**  **ADVANCED GLOBAL INTELLIGENCE LEARNING ENVIRONMENT**

## PRIVACY & SECURITY NOTICE

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**Acknowledge and Continue** **Cancel**

2. On the “Create New Account” screen, enter the following required information (Required information is indicated by \*).
  - a. Name
  - b. Password – Ensure your password meet the specification listed on the screen.
  - c. Re-Enter your password
  - d. First Name
  - e. Last Name
  - f. Your Primary JWICS Email address
  - g. SSAN (for cover personnel, you may enter XXX-XX-XXX)



- h. Select your Organization from the dropdown list. This will allow your Domain Administrator to reset your password and enroll you in courses as needed. If your organization is not listed, select ONCIX.
- i. Select Dept/Directorate from the dropdown list. If you had to select ONCIX from the previous option, select "Other" from the drop down option.
- j. Select your Affiliation from the dropdown list
- k. Select your Job Position from the dropdown list. Select the closest position your current position.

### Create New Account

\* = Required Fields

**Attention: Do not use the browser Back button when using this system**

The User's password has to be compliant with the following rules:

- The length of the password must be between 8 and 40 characters.
- The password must contain the following types of characters:
  - English lower case letters.
  - English uppercase letters.
  - Arabic numerals(0,1,2,...,9).
  - Non alphanumeric special characters (!@#%&\*()-\_+=\{}[]<>?/";:~\)
- The password cannot contain user's first name and last name.
- The new password cannot be same as any of the previous 5 passwords.

#### Create New Account

##### Personal Information

a \* User ID:

Use value such as network user name, firstname.lastname, etc.

b \* Password:

c \* Re-Enter Password:

d \* First Name:

e \* Last Name:

Middle Initial:

f \* Primary JWICS Email Address:

All System Notifications will be sent to this address, therefore your primary email account must be on this network. Valid e-mail address must contain .gov or .mil

Secondary Email Address:

Valid e-mail address must contain .gov, .mil or .com

g \* SSN ('000-00-0000'):

Used for individual identification and integrity functions. See Privacy Policy on homepage.

h \* Organization:

i \* Dept./Directorate/Command:

j \* Affiliation:

k \* Job Position:

3. Continue entering the required information listed below:

- l. Enter your work street address
- m. Enter your city
- n. Enter your State
- o. Enter your zip code
- p. Select "United States" from the dropdown list
- q. Type in a security question of your choice
- r. Enter your security question answer
- s. Re-enter your security question answer
- t. Check your information then select the "Submit" button at the bottom of the screen.

Work Address (Building, etc.):	<input type="text"/>
<b>l</b> *Work Address (Street):	<input type="text"/>
<b>m</b> *City:	<input type="text"/>
<b>n</b> *State / Province:	<input type="text"/>
<b>o</b> *Zip Code:	<input type="text"/>
<b>p</b> *Country:	<input type="text" value="Please choose a country"/>
Home Address (Building, etc.):	<input type="text"/>
Home Address (Street):	<input type="text"/>
City:	<input type="text"/>
State / Province:	<input type="text"/>
Zip Code:	<input type="text"/>
Country:	<input type="text" value="Please choose a country"/>
Telephone Number:	<input type="text"/>
Emergency Contact Name:	<input type="text"/>
Emergency Contact Number:	<input type="text"/>
<b>Security Information</b>	
<b>q</b> * Security Question:	<input type="text"/>
<b>r</b> * Security Answer:	<input type="text"/>
<b>t</b> * Re-Enter Security Answer:	<input type="text"/>

Thank you for registering with JIVU!

**PRIVACY ACT - 1974 As Amended May Apply**

4. Now wait for an activation email. Once received, following instructions and link in the email (**Activate**)
5. Once you have logged onto AGILE and you selected ONCIX as your organization, you will be in the ONCIX domain. If you are not in the ONCIX domain, select the “User Profile” link on the Easy Links menu and change your domain to ONCIX.
6. Select the “Catalog” link to search the catalog. This will open up the search feature of the catalog.

